

RESP INSPECTION REPORT/ENFORCEMENT CASE PROCESS CHECKLIST

Facility Name: Triumph Foods
RCRA ID No.: MO R 000 522 748

Section 1. Report Review		
Initials	Date	Activity (database)
		Inspection Date (RCRAInfo & ICIS) 6
		Report received by RESP (ICIS) 7
NC	6/29/09	Report transmitted to CO
NC	6/30/09	Report mailed to facility and State
		CMEL completed for violations noted on NOV (RCRAInfo & ICIS) 14/16

Do you need additional information? YES / NO (If NO, go to Section 3.)

Section 2. Information Gathering		
Initials	Date	Activity
		Information Request Letter mailed (RCRAInfo & ICIS) 9
		Date response to the Information Request is due (RCRAInfo)
		Response to Information Request Received (RCRAInfo)

Section 3. Case Status Determination		
Initials	Date	Activity
NC	8/5/09	Date determined further action (LOC, LOW, Referral, SNC) (ICIS)

Is facility a SNC? YES / NO (If YES, go to Section 7.)
If inspection report can be closed with an informal action, continue to Section 4, 5, or 6, whichever is appropriate.

Section 4. Letter of Compliance		
Initials	Date	Activity
NC	10/6/09	Letter of Compliance mailed (RCRAInfo & ICIS) 11/28

Section 5. Referral		
Initials	Date	Activity
		Date of referral to State (KS, NE, MO), DOJ, Superfund, _____ (indicate who received referral)

Section 6. Letter of Warning		
Initials	Date	Activity
		Letter of Warning Letter mailed (RCRAInfo & ICIS) 11/14/16/28
		Date response to the Information Request is due (RCRAInfo)
		Response to Information Request Received (RCRAInfo) 28

Section 7. Order Candidates		
Initials	Date	Activity
		Date SNC determination is made (RCRAInfo & ICIS) 11
		Date met with Attorney and Inspector
		Date of the Penalty panel
		Date Notice Letter to the State sent
		Complete Multimedia Database memo
		Complete Table of Violations
		Complete Penalty Calculation Worksheet
		File Complaint (RCRAInfo & ICIS) 20
		File CAFO (RCRAInfo & ICIS) 20



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Citations on the Notice of Violation				
#	Federal/State Citation	Description	Date of Non-compliance	Date of Compliance
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

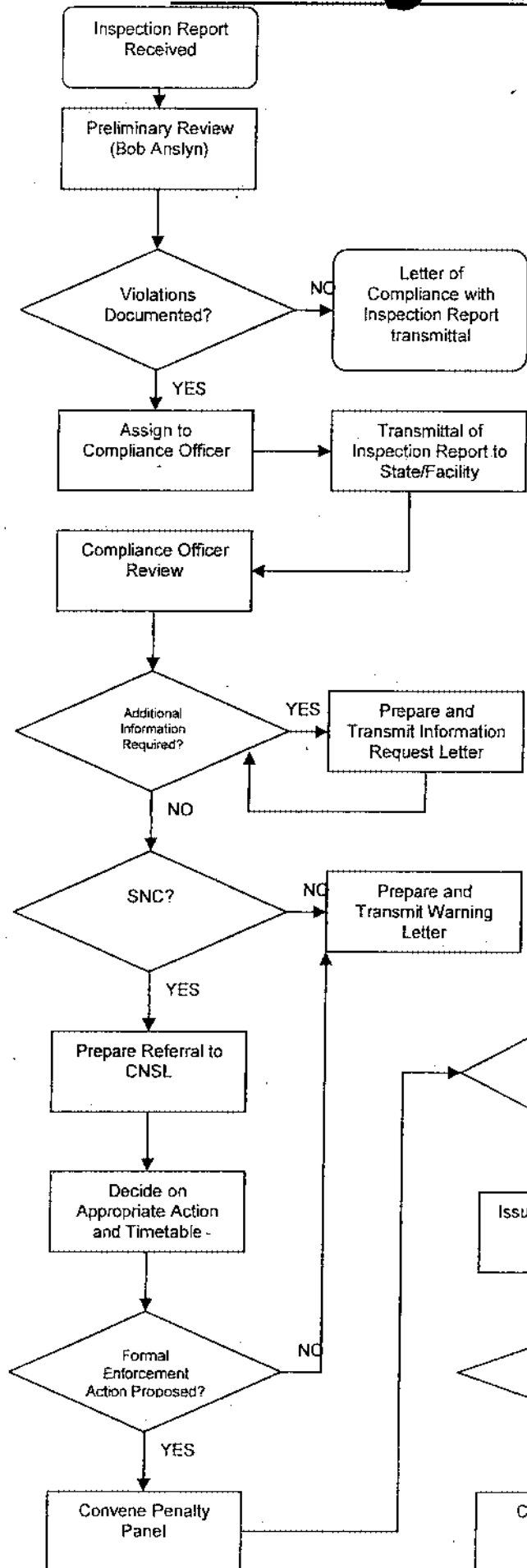
Correspondence (Telephone (T), E-mail (E), Letter (L))		
Date	Type	Description

Supplemental Environmental Projects (SEPs)				
#	Description	Estimated Cost	Actual Cost	Date Completed
1				
2				
3				
4				
5				

Consent Orders				
#	Description	Estimated Cost	Actual Cost	Date Completed
1				
2				
3				
4				
5				

Monetary Settlement	
Penalty	Amount
Proposed	
Final Settlement	

INSPECTION REPORT/ENFORCEMENT CASE PROCESSING CHECKLIST



Company Name: _____
 RCRA ID #: _____
 Inspection Date: _____
 Inspector: _____

Key Dates

Inspection Report Received
 LOC Transmittal
 Assignment to CO
 Copy of Report to State/Facility
 3007 Letter
 SNC Determination
 LOW Transmittal
 Referral to CNSL
 Penalty Panel
 Prefiling letter
 Complaint Issuance
 Consent Order Issuance
 Final order
 Consent Order Completion
 SEP Completion

Inspection Report Received	___/___/___
LOC Transmittal	___/___/___
Assignment to CO	___/___/___
Copy of Report to State/Facility	___/___/___
3007 Letter	___/___/___
SNC Determination	___/___/___
LOW Transmittal	___/___/___
Referral to CNSL	___/___/___
Penalty Panel	___/___/___
Prefiling letter	___/___/___
Complaint Issuance	___/___/___
Consent Order Issuance	___/___/___
Final order	___/___/___
Consent Order Completion	___/___/___
SEP Completion	___/___/___

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Penalty	Amount
Proposed	
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